

FRESNO, CALIFORNIA

CLASS SPECIFICATION

WASTEWATER TREATMENT PLANT OPERATOR-IN-TRAINING

FLSA STATUS:

Non-Exempt

CLASS SUMMARY:

The Wastewater Treatment Plant Operator-in-Training is the first and training level in a five level Utilities Wastewater Treatment series. Incumbents are responsible for undergoing a formal training program in the operation of a wastewater treatment plant under the direct supervision of a certified operator while gaining experience to qualify for an operator certificate.

The Wastewater Treatment Plant Operator-in-Training is distinguished from the Assistant Wastewater Treatment Plant Operator in that the latter is responsible for performing entry operations within a modern wastewater treatment plant.

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TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

FRE-QUENCY

1. Receives training to control the treatment of wastewater and sludges through the operation of pumps, motors, and valves utilizing manual, automatic, and programmable systems.
2. Receives training to monitor the performance of wastewater unit processes by a variety of methods through visual observation, physical measurement, sampling, testing, data collection/analysis, and mathematical calculations.
3. Receives training and utilizes a local area computer network and distributed control system in the routine operating and monitoring of the treatment facility and the collection and maintenance of plant operational data.
4. Performs minor routine preventative maintenance, to maintain operating efficiency and reliability.
5. Operates other related systems such as secondary effluent disposal, and a water reclamation system.
6. Collects representative samples from various plant flows and unit processes for laboratory analysis.
7. Maintains proper appearance and cleanliness of equipment and facilities.

Daily

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Daily

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Daily

~~20%~~

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Daily

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Daily

~~5%~~

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Daily

10%

Daily

~~15%~~

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TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)		FRE- QUENCY
8.	Participates in/on a variety of meetings in order to receive and/or convey information.	Daily 10%
9.	Performs other duties of a similar nature or level.	As Required

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Training and Experience (positions in this class typically require):

- Twelve units of college level course work in Chemistry, Biology, Physics, Environmental Science, Algebra or Engineering;
- OR
- Twelve months experience in the maintenance and operation of pumps, valves, and electric motors, or in the maintenance and operation of mechanical/electrical industrial equipment, or as a laboratory technician, or in field experience in water quality or water treatment;
- OR
- A combination of college units and experience totaling twelve months/units, on the basis of one month of work experience is equivalent to one college credit are required.;
- OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (positions in this class typically require):

- Basic Class C License
- Wastewater Treatment Plant Operator-in-Training Certificate (application for)
- Wastewater Treatment Plant Operator Grade I Certificate

Knowledge (position requirements at entry):

Knowledge of:

- Basic maintenance and repair techniques;
- Mathematical concepts;
- Americans with Disabilities Act and code requirements.

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Skills (position requirements at entry):

Skill in:

- Preparing and performing mathematical calculations
- Performing vehicle and equipment maintenance and repairs in assigned area of responsibility
- Preparing, analyzing, and maintaining operational records
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, business, organizations, elected and appointed officials, media, etc. sufficient to exchange or convey information, give/receive work direction

Physical Requirements:

Positions in this class typically require: feeling, finger dexterity, grasping, hearing, repetitive motions, seeing, talking, bending, kneeling, lifting, reaching, standing, stooping, walking, balancing, climbing, crawling, crouching, pulling and pushing.

Ability to wear and use respiratory protective equipment.

Very Heavy Work: Exerting up to 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Incumbents may be subjected to moving mechanical parts, electrical hazards, vibrations, fumes, odors, dusts, poor ventilation, adverse weather conditions, environmental hazards, gasses, chemicals, oils, work space restrictions, inadequate lighting, intense noises and travel.

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Note:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Classification History:

Draft prepared by Fox Lawson & Associates (LM)
Date: 12/2007